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Transmitted via e-mail

February 25, 2004

MINNESOTA BULLETIN NO. 360-4- 13

SUBJECT: PER- MENTORING PROGRAM

Purpose. To distribute information and find interested volunteers for the mentoring program.

Expiration Date. September 30, 2004.

Action Requested By March 31, 2004

Mentoring is a strictly voluntary process where an employee seeks out another employee who has time and interest to be a career counselor, role model, friend, and/or sponsor for that employee over a more extended period of time. Because of the voluntary nature of mentoring, employees are encouraged to take the initiative and contact potential mentors.

Any employee interested in participating in the program can send their name to their supervisor for concurrence. Names are to be forwarded to Gloria Larson in Human Resources. More information can be found online under the mentoring program at:

<http://www.usda.gov/da/employ/CareerInternProgramPolicyUSDACareerInternProgramPlan.htm>.

Direct any questions to Gloria Larson at (651)602-7902.

WILLIAM HUNT
State Conservationist

DIST: AE